

All orders must comply with Curtin’s payment terms and conditions as specified in this Exhibitor Service Kit.

**NCCN 2019 Annual Congress: Hematologic Malignancies
Hilton San Francisco Union Square – 333 O’Farrell Street, San Francisco, CA 94102
September 27-28, 2019**

Official Service Contractor

Curtin Convention & Exposition Services, Inc. Phone: 415-883-7818
2269 Chestnut Street, Suite 628 Fax: 415-883-1755
San Francisco, California 94123
Online Ordering: <http://www.curtinconvention.com/order-now/>
eMail Order Forms or Questions: info@curtinconvention.com

Booth Space Information

Exhibit Location: Grand Ballroom A

Exhibit Space includes: (1) 6’ blue skirted table, (2) side chairs, (1) wastebasket, (1) ID sign and Wifi
*No substitutions or credits allowed.

IMPORTANT: Display Space is limited to the top of the 6’ table. However, pull up banners, easels and literature racks are permitted, on either side of your table as long as you are not blocking your neighbor. Additional Furniture or Carpet is **NOT** available.

Electrical Service and Audio Visual Equipment is NOT included in exhibit space.

Electrical Service:

To order please refer to Freeman’s electrical order form located on pages 17-19. Questions: please refer to the contact information on the order form.

Audio Visual Equipment:

To order please refer to PSAV’s electrical order form located on pages 20-21. Questions: please refer to the contact information on the order form

Important Dates and Deadlines

First day freight can arrive to warehouse	Tuesday	August 27, 2019
Last day to receive advance price Easels or Literature racks	Friday	September 6, 2019
Advance freight paperwork and payment due	Wednesday	September 25, 2019
Last day freight can arrive at the warehouse	Wednesday	September 25, 2019, by 2pm.
Exhibit set-up times:	12:30pm to 4:00pm	Friday September 27, 2019
Exhibit hours:	4:30pm to 6:00pm	Friday September 27, 2019
	7:00am to 3:10pm	Saturday September 28, 2019
Exhibit teardown hours:	3:10pm to 5:00pm	Saturday September 28, 2019
Earliest time freight can be picked up:	3:10pm	Saturday September 28, 2019
Show floor must be clear by:	6:00pm	Saturday September 28, 2019

Advance Warehouse Shipping Address

Please Label as follows: *Material Handling Charges apply

Advance Shipments to the Warehouse:

TO: (Company Name and Exhibit Number)

FOR: NCCN 2019 Annual Congress: Hematologic Malignancies

C/O: YRC Freight/Curtin Convention

499 Valley Drive

Brisbane, California 94005

Shipments must arrive during the below timeframe:

August 27 to September 25, 2019

***Warehouse hours: 7am to 3pm (Monday-Friday) Closed on Weekends and Holidays.**

Advance Warehouse Information

Advance Warehouse:

- The Advance warehouse receives and stores advance shipments up to 30 days prior to the day of move-in for the conference.
- Shipments sent to the advance warehouse prior to the deadline date will be delivered to your booth space the morning of the listed exhibitor set up date.

International Shipments:

- All international shipments must be cleared through US Customs.
- Curtin Convention and the advance warehouse will not clear your shipments through US Customs.
- Exhibitors shipping into the USA are responsible for obtaining a customs broker to clear shipments through US Customs.
- If you have any questions please contact your shipping company.

Advance Warehouse/Material Handling Charges in and out of Booth Space Include:

- Labor and equipment to unload shipment from your shipping company.
- Storage up to 30 days in advance at the advance freight receiving warehouse address.
- Roundtrip delivery of shipment to and from the booth location
- Handling of empty containers to and from storage area
- Reloading of shipments onto outbound shipping companies and private owner vehicles

Deadline:

- **Wednesday, September 25, 2019, by 2pm.**
- Shipments received after **Wednesday, September 25, 2019** will be charged a 25% surcharge fee, plus a transit charge from the advance warehouse to the conference facility. Transit charges will be determined at the time of the receipt of the Late Freight.

Showsite Shipping Address for 3rd Party Carriers and Private Owner Vehicles : Material Handling Charges will apply! (*Shipping to showsite is not recommended. Please ship to the advance to the advance warehouse.)

Direct Shipments to Showsite: **IMPORTANT: Shipments must NOT arrive prior to below date:**
 TO: (Company Name and Exhibit Number) ***September 27, 2019. *Receiving between 9am and 3pm ONLY!**
 FOR: NCCN 2019 Annual Congress: Hematologic Malignancies
 C/O: Hilton SF /Curtin Convention
 333 O'Farrell Street, San Francisco, CA 94102
 *Loading dock - *Onsite contact for Driver: Greg Pacheco/Cell (408) 674-8470

Showsite Information: *Delivery of Freight by Private Owner Vehicles and 3rd Party Carriers

The Teamster Union has jurisdiction over the operation of all material handling equipment, all unloading and reloading of trade show freight materials and the handling of empty containers.

All private owner vehicles and third party carriers will be unloaded/loaded at the facility's loading dock (area) during the listed set up/tear down date and times. ***Use of the loading dock (area) is EXCLUSIVE to Union unloading and loading of materials.**

- **Hand Carry** - If an Exhibitor can carry the full contents of his/her booth materials in one trip by one person without the use of a handtruck, dolly, or wheels, he/she is free to hand carry the items in at no charge. The loading area is under union jurisdiction, and exhibitors will be required to self-park and then bring in materials through the main entrance of the exhibit hall. ***Multiple trips are not permitted.**
- **Unloading Service by Weight** – If the full contents of an exhibitor's exhibit materials **EXCEED the hand carry option**; the exhibitor's full contents will be weighed at the loading area. The exhibitor will be charged prior to unloading for on-site freight service according to the published rate based on 100 lbs. with a 200 lb. minimum charge for standard services. All private owner vehicles and third party shipping companies will be unloaded/loaded at a charge of \$205.00 per 100 lbs. with a 200 lb. minimum per vehicle. This price includes unloading and reloading after the trade show. Please refer to the material handling order forms enclosed in this exhibitor service kit for rates and description.

Outbound Shipping Information: after the close of the conference

Exhibitors using the official show carrier:

- YRC FREIGHT is the official show carrier and will be on-site at the close of the show to assist exhibitors.
- Bill of lading and labels will be provided for those exhibitors using YRC FREIGHT at showsite.

Exhibitors NOT using the official show carrier:

- Exhibitors are responsible for providing CURTIN with a Bill of Lading containing outbound shipping information.
- Exhibitors not using YRC FREIGHT must arrange with a carrier to pick up materials at the facility's loading dock after **3:10 pm, Saturday, September 28, 2019.**
- All materials must be off the show floor by **6:00 pm, Saturday, September 28, 2019.**
- Representatives must turn in a Bill of Lading to CURTIN service desk prior to leaving the show floor.
- Any material left on the show floor after **6:00 pm** will be shipped out via YRC FREIGHT at the exhibitor's expense.
- CURTIN is not responsible for shipments left in the booth by an exhibitor.
- Please make sure all drivers have our teamster foreman's name and cell number for pick up: Greg Pacheco/Cell (408) 674-8470.
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Payment Policy:

All orders must be accompanied with PAYMENT IN FULL, and are at ADVANCE DISCOUNT ORDER prices, if received by Curtin 21 days prior (September 6, 2019) to show installation.

Payment may be made by:

- Company or personal check – mail with order forms.
- Credit Card - By filling out the enclosed credit card charge authorization form
VISA, MasterCard and American Express are accepted.

NOTE: If payment is made by credit card, you may fax all forms with the credit card charge authorization form to (415) 883-1755 or scan/email to info@curtinconvention.com. Any other form of payment must be mailed with all forms to the address captioned above.

Show orders will be collected at the time of ordering at the show and will be charged at REGULAR PRICES. Please make the necessary arrangements for you or your representative to make payment upon ordering any items at the Show.

Please note that if you order in advance substantial savings will be applied. We encourage you to take advantage of the ADVANCE DISCOUNT ORDER prices.

Sign orders are at the prices shown plus sales tax. Tax is applied on signs only.

CANCELLATION POLICY FOR DISPLAY LABOR: No refunds or credits will be issued after date printed on display labor order form. *(3-Days prior to show move in date.)*

Any discrepancy in items ordered and items received, or any questions or complaints concerning services, **MUST** be reported to the Curtin service desk at the show immediately upon noting it. Your problems will be resolved and/or any valid adjustment in your account will be made at that time, and approved by the Curtin supervisor in charge. Credits and adjustments will not be based on such information received after the Show.

UNION REGULATIONS:

Stated below are the clauses pertaining to jurisdiction of the Union contract that ALL Convention Decorating and Drayage companies are signatory to.

SIGN, DISPLAY AND ALLIED CRAFTS UNION: Members of this Union have jurisdiction over all setup and dismantling of exhibits, including signs and laying of carpet. This does not apply to the unpacking and placement of your merchandise, i.e., items produced by you for sale that are to be displayed in your booth, or literature describing same. You may set up your exhibit display if one person can do such in less than one half-hour, without the use of tools.

TEAMSTERS UNION: This Union has jurisdiction on the operation of all material handling equipment, all unloading and reloading, and the handling of empty containers. An Exhibitor may move material that is hand carryable by one person in one trip without the use of dollies, hand trucks, or other mechanical equipment.

ELECTRICIANS UNION: The Electricians Union has jurisdiction on the installation, placement, and connecting of all electrical lines and power outlets, including floor or spot lights.

SAFETY:

Standing on Chairs, Tables or other Rental Furniture is **PROHIBITED**. This Furniture is not engineered to support your standing weight. Curtin is not responsible for liability caused by standing on or any other improper use of Curtin furniture or equipment. If assistance is required in assembling your booth, please order Labor on the DISPLAY ORDER FORM and the necessary ladders and tools will be provided.

Limits of Liability & Responsibility

- 1.** CURTIN and its contractors shall not be liable for damage, loss, or delays due to uncrated freight, freight improperly packed, glass breakage or concealed damage.
- 2.** Relative to inbound shipments, there may be a lapse of time between the delivery of shipment(s) to the booth by CURTIN or its contractors and the arrival of the Exhibitor's representative at the booth. Similarly, relative to outgoing shipment(s), it is possible that there will be a lapse of time between the completion of packing and the actual pickup of freight from the booth for loading onto an outbound shipping company. It is understood that during such times the shipment(s) will be left in the booth unattended. Therefore, it is agreed that CURTIN and its contractors are not liable for the loss of, disappearance of, or damage to Exhibitor's freight after the same has been delivered to Exhibitor's booth, nor are CURTIN and its contractors liable for Exhibitor's freight before it is picked up from the Exhibitor's booth for loading after the show. Consequently, all bills of lading covering outgoing shipment(s) submitted to CURTIN or its contractors by Exhibitor will be checked at the time of pickup from booth and corrected where discrepancies exist.
- 3.** CURTIN and its contractors shall not be liable for any damage incurred during the handling of equipment requiring special devices to properly load, place, or reload unless 14 days advance notice has been given to CURTIN in time to obtain the proper equipment.
- 4.** CURTIN and its contractors shall not be liable for any loss, delay, or damage due to events beyond their reasonable control which cannot be avoided by the exercise of due care and prudence, including without limitation, strikes, labor disputes, lockouts or work stoppages of any kind, fire, theft, windstorm, water, vandalism, acts of God, mysterious failure of power or utilities, or other events of force majeure.
- 5.** CURTIN and its contractors shall not be liable for ordinary wear and tear in handling of equipment.
- 6.** It is understood that CURTIN and its contractors are not insurers. Insurance, if any, shall be obtained by the Exhibitor. Amounts payable by CURTIN hereunder are based on the scope of the liability as herein set forth and are unrelated to the value of the Exhibitor's property. It is further understood and agreed that CURTIN and its contractors do not provide for full liability should loss or damage occur. In the event that CURTIN or its contractors should be found liable for loss or damage to Exhibitor's equipment, the liability shall be limited to the specific article that was physically lost or damaged. Such liability shall be limited to a sum equal to \$.3 per pound per article, with a maximum liability of \$450.00 per item or \$1000.00 per shipment, whichever is less, as agreed upon damages and exclusive remedy. Provisions of this paragraph shall apply if loss or damage, regardless of cause or origin, results directly or indirectly to property through performance or non-performance of obligations imposed by the offering of services to Exhibitors, or from negligence, active or otherwise by CURTIN, its contractors or their employees.
- 7.** CURTIN and its contractors shall not be liable to any extent whatsoever for indirect, special, incidental, or consequential damages, including, but not limited to, delay; any actual, potential or assumed loss of profits or revenues; loss of use of equipment or products; or any collateral costs that may result from any loss, injury or damage to Exhibitor's materials or exhibitor personnel which may make it impossible or impractical to exhibit the Exhibitor's materials.
- 8.** Claims for loss or damage must be submitted to CURTIN by the close of the show. No suit or action shall be brought against CURTIN or its contractor more than one month after the cause of action accrues.
- 9.** The Exhibitor agrees, in connection with the receipt, handling, temporary storage and reloading of its freight, that CURTIN and its contractors will provide these services as Exhibitor's agent and not as bailee or shipper. If any employee of CURTIN or its contractors shall sign a delivery receipt, bill of lading or other document, the parties agree that CURTIN or its contractors will do so as the Exhibitor's agent, and the Exhibitor accepts the responsibility thereof.
- 10.** CURTIN and its subcontractors shall not be liable for shipments received without receipts, freight bills or specified unit counts on receipts or freight bills, such as UPS or van lines. Such shipments will be delivered to booth without guarantee of piece count or condition.

Limits of Liability & Responsibility

11. Empty container labels will be available at the CURTIN Service Desk. Affixing the labels is the sole responsibility of the Exhibitor or its representative. It is understood that these labels are used for EMPTY STORAGE ONLY, and CURTIN and its subcontractors assume no responsibility or liability for loss or damage to contents while containers are in storage or for mislabeled containers.

12. In order to expedite removal of freight from the show site, CURTIN shall have the authority to change designated carriers, if such carriers do not pick up on time. Where no disposition is made by the Exhibitor, freight will be taken to a warehouse to await Exhibitors shipping instructions, and the Exhibitor agrees to be responsible for payment of charges relating to such handling at the warehouse. CURTIN assumes no liability as a result of such rerouting or handling.

13. The Exhibitor agrees, in the event of a dispute with CURTIN or its subcontractors relative to any loss or damage to any of the Exhibitors freight or equipment, that the Exhibitor will not withhold payment in any amount due to CURTIN for freight handling services or any other services provided by CURTIN against the amount of the alleged loss or damage. Instead, the Exhibitor agrees to pay CURTIN prior to the close of the show for all such charges and further agrees that any claim the Exhibitor may have against CURTIN or its subcontractors shall be pursued independently by the Exhibitor as a completely separate transaction to be resolved on its own merits.

14. No credit or refund will be issued on any orders cancelled after the advance order deadline date.

15. No credit or refund will be issued after the close of the event.

The placing of an order for the services of tradesmen and the use of equipment by exhibitor or any agent of the exhibitor shall be construed as an offer subject to acceptance and approval of CURTIN in its sole discretion. Upon CURTIN's written acceptance and approval, the Exhibitor and its agents shall be bound by the terms and conditions set forth in Sections 1 through 14 above. Likewise, once CURTIN has accepted and approved the Exhibitors offer, any shipper consigning or delivering a shipment to CURTIN or its subcontractors on behalf of the Exhibitor shall be bound by the terms and conditions set forth in Sections 1 through 14 above.

Be sure your freight is insured from the time it leaves your firm until it is returned after the show. It is suggested the Exhibitors arrange all risk coverage. Riders to existing policies can usually do this. Contact your insurance representative. Be sure your liability insurance is in effect during transit & return of your freight, during storage & at show site. CURTIN is governed by the Limits of Liability & Responsibility as set forth as above.

16. Event Cancellation. The above Agreement is subject to the agreement between Curtin and the Association or other entity holding the Event (the "Service Agreement"). If the Event is cancelled for any reason, or the Service Agreement is terminated for any reason, Curtin shall have no obligation to Exhibitor in connection with the Event, and Exhibitor hereby releases Curtin from any and all damages incurred by Exhibitor as the result of such cancellation and/or termination. Curtin will refund monies paid to Curtin by Exhibitor in connection with its appearance at the Event, but not monies paid for services already rendered (e.g. shipping, special signs, etc.).

I have read and agree to these Limits of Liability & Responsibility.

Name, Title, and Organization _____

Signature _____ Date _____

ATTENTION

PETROLEUM SURCHARGE INFORMATION

Along with the majority of General Service Contractors, Curtin Convention & Exposition Services, Inc. has enacted a Petroleum Surcharge Program.

While the industry standard petroleum surcharge is 4%, Curtin has enacted an increase of 2% on all services published in the exhibitor service manual. The petroleum surcharge will be shown as a separate line item on your Curtin Convention & Exposition Services, Inc. "Computation of Charges" page.

Petroleum costs impact every facet of the trade show business, from the cost of carpeting (which is essentially processed petroleum), to plastics, visqueen, propane fuel and diesel fuel.

Curtin Convention & Exposition Services, Inc. thanks you for your support.

Event/Convention NCCN 2019 Annual Congress: Hematologic Malignancies		Exhibit Number(s)	
Company Name		Order Date	
Address	City	State	Zip
Email Address	Name	Phone Number	

Forms and Payment

CURTIN order forms and payment should be emailed, mailed or faxed directly to CURTIN at info@curtinconvention.com or fax (415) 883-1755.

ALL OTHER order forms (Electrical & etc) and payments should be emailed or faxed directly *to the appropriate company providing these services*. Contact information is located on the other forms enclosed.

Please see PAYMENT POLICY ENCLOSED

Recap of Payment

CURTIN Order Forms only

ACCESSORIES	\$ _____
MATERIAL HANDLING	\$ _____
<i>SUB-TOTAL</i>	\$ _____
2% Petroleum Surcharge	\$ _____
<i>SALES TAX</i>	\$ _____

*(Note: 8.50% Sales Tax applicable on Signs ONLY)

TOTAL (U.S. dollars) \$ _____

Event/Convention NCCN 2019 Annual Congress: Hematologic Malignancies		Exhibit Number(s)	
Company Name		Order Date	
Address	City	State	Zip
Email Address	Name	Phone Number	

If you wish to charge the amount of your advance orders to your credit card account, please complete the information requested below and return this form along with your CURTIN orders

Exhibitors using this CREDIT CARD CHARGE AUTHORIZATION Form may FAX form with accompanying CURTIN Order Forms to: (415) 883-1755 or scan/email to info@curtinconvention.com

***IMPORTANT: If emailing this form, please leave the Account Number and Security Code off the form. Curtin Staff will contact you for that information.**

Card Type: American Express VISA MasterCard
 Indicate: Company Credit Card Personal Credit Card

Account Number: _____

Expiration Date: _____

3 or 4 digit Security Code: _____

Cardholder's Signature: _____

Please print clearly the following information:

Cardholder Name: _____

Cardholder Billing Street Address: _____

City/State/Country/Zip or Postal Code: _____

Telephone Number: _____

For your convenience, we will use this authorization form to charge your credit card for any additional amounts incurred as a result of showsite orders placed by your representative. These charges will include labor and freight handling as applicable.

Event/Convention NCCN 2019 Congress: Hematologic Malignancies			Exhibit Number(s)	
Company Name			Order Date	
Address		City	State	Zip
Email Address		Name		Phone Number

Easels and Literature Racks



ACCESSORIES:

	Advance price:	Regular price:
Easel	\$ 65.00	\$85.00
Literature Rack	\$155.00	N/A on site

Quantity	Item #	Description	Price	Total Price

TOTAL THIS PAGE (U.S. FUNDS) = _____

Payment Policy: To obtain the advance pricing, full payment must be included with your order and all orders must be received by CURTIN no later than twenty-one (21) days prior to show installation. All invoices must be settled at our Service Desk prior to the closing of the show. No credits will be issued after the closing date of the show. **Cancellation Policy:** Items cancelled after CURTIN show move-in *begins* will be charged at 50% of original prices. Items cancelled after delivery will be charged at 100%. **Advance Order Discount Deadline Date: September 6, 2019**

Convention Name: NCCN 2019 Annual Congress: Hematologic Malignancies	
Company Name:	Order Date:
Contact Name:	Exhibit #
Email Address:	Phone#

Originating City/State of Shipment:	Shipping Date:
Carrier:	Approximate Arrival Date(s):
Local Representative:	No. of Shipments:
Phone # of Local Representative:	No. of Total Pieces:

When estimating and recording total weight per shipment, please round to the next 100 pounds.

Shipment Description	Rate/cwt x Pounds (200 lb. minimum charge of \$410.00)	Charge
REGULAR SHIPMENTS TO ADVANCE WAREHOUSE Crated shipments via common carrier to the advance warehouse.	\$205.00/cwt x _____ lbs.	\$
REGULAR SHIPMENTS TO SHOW SITE Crated shipments via common carrier to show site. <i>*Shipments will only be received during the listed Set up Dates and Times.</i>	\$205.00/cwt x _____ lbs.	\$
SPECIAL SHIPMENTS or SPECIAL CARRIER TO ADVANCE WAREHOUSE Uncrated, unskidded, or wrapped shipments via common or special carrier. Crate shipments via special carrier (FedEx, UPS, DHL, etc.) to the advance warehouse.	\$235.00/cwt x _____ lbs.	\$
SPECIAL SHIPMENTS or SPECIAL CARRIER TO SHOW SITE Uncrated, unskidded, or wrapped shipments via common or special carrier. Crate shipments via special carrier (FedEx, UPS, DHL, etc.) to show site. <i>*Shipments will only be received during the listed Set up Dates and Times.</i>	\$235.00/cwt x _____ lbs.	\$
LATE SHIPMENTS – 25% Surcharge Shipments received at the warehouse after 09/25/19 will be charged a 25% surcharge. A transit charge from advance warehouse to the show site may be applied. Transit charges will be determined at the time of the receipt of late freight.	25% surcharge added to above fee	\$
TOTAL PAYMENT		\$

IMPORTANT: It is understood that your calculation as stated above is only an estimated weight. The final charge will be calculated and billed based on actual weight of the shipment. If you need special handling services such as a forklift, extra handling labor, etc., call (415)883-7818 to make arrangements.

THIS FORM MUST BE SIGNED AND RETURNED PRIOR TO SHIPMENT OF MATERIALS. ALL TERMS AND CONDITIONS HEREIN STATED ARE UNDERSTOOD AND ACCEPTED.

Authorized By:	Signature:
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Convention Name: NCCN 2019 Annual Congress: Hematologic Malignancies	
Company Name:	Order Date:
Contact Name:	Exhibit #
Email Address:	Phone#

OUTBOUND SHIPPING IS NOT AUTOMATIC

Reforwarding Instructions for outbound shipments at the end of event:

PLEASE READ THE INFORMATION BELOW AND COMPLETE THIS FORM

Exhibitors using the Official Show Carrier:

- YRC FREIGHT is the official show carrier and will be on-site at the close of the show to assist exhibitors with their outbound shipments.
- Bills of Lading and Labels will be provided for those exhibitors using YRC FREIGHT to ship out.

Exhibitors NOT using the Official Show Carrier:

- Exhibitors are responsible for providing CURTIN with a Bill of Lading containing outbound shipping information.
- Exhibitors not using YRC FREIGHT must arrange with a carrier to pick up materials at the facility’s Loading Area after
- **3:10 pm, Saturday, September 28, 2019.**
- All materials must be off the show floor by **6:00 pm, Saturday, September 28, 2019.**
- Representatives must turn in a Bill of Lading to the CURTIN Service Desk prior to leaving the show floor.
- Any material left on the show floor after **6:00 pm** will be shipped out via YRC FREIGHT at the Exhibitor’s expense.
- CURTIN is not responsible for shipments left on the tradeshow floor by exhibitor.
- CURTIN will count and ship pieces as we find them in the booth upon removal.
- CURTIN will not be responsible for damage to improperly packed uncrated materials, any concealed damage, loss, theft of materials after they have been delivered to the booth, or before we have picked up materials for loading out of the exhibit area.

At the close of the show where carriers fail or refuse to pick up or refuse to accept shipments, CURTIN reserves the right to re-route such shipments where no disposition is provided, or material may be hauled to a warehouse pending advice from the exhibitor. The exhibitor will be charged accordingly for this service. No liability will be assumed by CURTIN as a result of such re-routing handling. The liability of CURTIN is hereby limited to \$.30 per pound per article, and values exceeding this limitation should be insured by the shipper.

Method of Outbound Shipment (check one)

YRC Freight []	Air []	Van Line []	Other _____	Private Vehicle []
Return Shipping Address:				
Contact Person/Phone Number:				
Carrier:			Number of Outbound Pieces:	

Important Shipping Dates for the Advance Warehouse:

- First date freight can arrive to the Advance Warehouse: **Tuesday, August 27, 2019.**
- Last date freight can arrive to the Advance Warehouse: **Wednesday, September 25, by 2pm.**

Shipping Labels: Instructions and Information

- See sample shipping label below for label instructions.
- Make of copy of your completed shipping label(s) for your reference.
- These shipping labels are for your convenience. If you use your own label, they must contain all of the information shown on the Sample Shipping Label below.
- Cut the completed shipping label(s) out and securely affix the label(s) to each piece in your shipment.

***Sample Shipping Label**

TO: ABC Company **Exhibit #: 200**
FOR: NCCN 2019 ANNUAL CONGRESS:
HEMATOLOGIC MALIGNANCIES
C/O: YRC FREIGHT/Curtin Convention
499 Valley Drive
BRISBANE, CA 94005
1 of 2

Use for Shipments:

TO: **Exhibit #:**
FOR: NCCN 2019 ANNUAL CONGRESS:
HEMATOLOGIC MALIGNANCIES
C/O: YRC FREIGHT/Curtin Convention
499 Valley Drive
BRISBANE, CA 94005
_____ of _____

***MUST ARRIVE BY 09/25/2019, by 2pm!**

